



*The **World Water Council** is an independent, international organisation that promotes sustainable water management throughout the world. It has more than 400 member organizations including governments, non-governmental organizations, businesses, professional networks and research institutions, based in over 50 countries. The World Water Council brings sound information and knowledge on water-related issues into the public domain to raise awareness and create political will to improve access to water and sanitation and manage water wisely. Every three years, the World Water Council organizes the World Water Forum with over 15,000 participants from around the world. The World Water Council's multi-cultural and dynamic headquarters in Marseille, France employs highly motivated individuals on an equal opportunity basis.*

## **Project officer**

<b>Grade:</b>	Cadre
<b>Reporting to:</b>	Executive Director
<b>Location:</b>	Marseille
<b>Contract:</b>	100% – CDD (limited term contract with view to evolve to a CDI)

The World Water Council is now moving forward in three strategic directions: water security for essential human needs, water security for economic development and water security for environmental sustainability.

Under the general supervision of the Executive Director, the project officer will undertake the following tasks in order to implement these strategic directions:

### **A. Background analysis on the 'right to water', 'water, food and energy', 'water for health and nature'**

- Carry out background analyses to underpin the Council's work on the 'right to water', 'water, food and energy', 'water for health and nature';
- Prepare background materials for Council engagement in the 'right to water', 'water, food and energy', 'water for health and nature' based on existing and potential initiatives.

### **B. Development and implementation of activities related to the 'right to water', 'water, food and energy', and 'water for health and nature'**

- Initiate and lead the further implementation of Council's work on the 'right to water', 'water, food and energy', and 'water for health and nature';
- Ensure a continuity between the 6<sup>th</sup> and the 7<sup>th</sup> World Water Forum for these subjects;
- Support steering committees and expert groups assigned to lead this initiative;
- Prepare all briefings, reports and other materials required for the Councils' work on the 'right to water', 'water, food and energy', and 'water for health and nature'.

### **C. External relations and communications**

- Communicate effectively with targeted stakeholders, Council members, partners and staff on Council's initiatives on the 'right to water', 'water, food and energy', and 'water for health and nature';
- Produce clear and concise written outputs in English for use at all levels, including for publication;
- Provide regular input to update the Council website and publications on the 'right to water', 'water, food and energy', and 'water for health and nature'.

### **D. Administration and finance**

- Work effectively as part of cross-secretariat teams to deliver outputs to a high standard and on time;

- Manage and track budgets for specific activities ensuring that budgets are adhered to and that rigorous financial accountability is maintained;
- Supervise effectively and efficiently external inputs into programme activities, including by consultants and interns, and ensure that high quality products are delivered by third parties;
- Develop and use a detailed and time-bound personal work-plan to guide activities and to deliver results;
- Contribute to the team spirit and ethos of the WWC Secretariat and build and maintain strong relationships with members and partners.

Due to constantly evolving priorities within the World Water Council strategy, the candidate must be flexible in terms of allocation of complementary tasks.

## **Candidate Requirements**

### Essential

- Relevant Masters degree or higher qualification (in sciences, social or political sciences or humanities);
- At least five years' experience in working in this domain, and strong understanding of water issues;
- Demonstrable understanding of major policy issues on water management;
- Experience in developing analyses and synthetic background papers in a short period of time;
- Experience in developing and coordinating initiatives with a range of partners;
- Excellent presentation and communications skills and the ability to write clear and concise issues briefs and reports in English.

### Desirable experience

- Besides fluency in English, knowledge of French and other languages;
- Experience in working on complex multi-stakeholder processes.

## **APPLICATIONS**

Interested candidates who meet the selection requirements are requested to send their curriculum vitae and a letter of motivation in English. This letter should explain the candidate's experience with carrying out the above tasks and his/her fulfillment of the specified qualifications. The candidates need to present the names and contact details of 3 references, including one recent employer. Applications can only be done through e-mail and should be sent (**no later than 25 August 2013**) to:

Mr. Henk Sterk- Executive Director of the World Water Council

E-mail: [recruitment@worldwatercouncil.org](mailto:recruitment@worldwatercouncil.org)